

DEPARTMENT OF THE ARMY
Vacancy Announcement Number: NENAFAI0606OC

Opening Date: January 02, 2006

Closing Date: December 31, 2006

Position: Cook, NA-7404-6
Salary: \$12.12 - \$12.12 Hourly
Place of Work: Tobyhanna Army Depot, Pennsylvania / Food, Beverage & Entertainment
Position Status: This announcement may be used to fill permanent full-time, part-time or intermittent positions. Indicate on your resume your availability for any of these appointments.
Number of Vacancy: MULTI
The NAF application kit can be found at <http://acpol.army.mil/employment/naf.htm>

Duties: Prepares and cooks a variety of menu items. Working alone or with the assistance of a higher-grade cook or supervisor, prepares a variety of foods and desserts according to menu requirements. Follows recipes to prepare items such as soups, stews, casseroles, gravies, sauces, hot cereals, syrups, meatloaf, meatballs, hamburgers, and croquettes. Adjusts recipes for larger or smaller quantities. Roasts a variety of meats such as beef, pork, veal, lamb, fish, and poultry. Grills and deep fries foods. Broils and steams foods. Slices meat by hand and by mechanical means, to specific requirements. Apportions foods for family style servings as well as for plate service. Prepares vegetables and cold food platters. Make a variety of salads and salad dressings. Make sandwiches. Prepares eggs in a variety of ways, French toast, pancakes, and crepes. Makes coffee, tea, and fruit drinks. Follows health and safety precautions to ensure safe preparation and storage of food item.

About the Position: Monitors and maintains appropriate temperature of all food items throughout preparation and service.

Brings prepared foods from preparation area to refrigerators or serving area. Picks up items needed for menu preparation, rotating food inventories as appropriate. Takes inventory to determine ordering requirements. Loads hot foods in carts. Sets up and serves food as necessary. Check food for appropriate preparation, temperature, and packaging.

Operates kitchen equipment designed to mix and cook food items. Uses, cleans and maintains power kitchen equipment. Keeps cooking utensils cleaned and ready for use. Keeps working area clean in accordance with standard sanitation requirements. Maintains personal hygiene.

Performs other duties as assigned.

Who May Apply: (Click on Who May Apply)

Veterans Recruitment Appointment (VRA).

Veterans eligible under Veterans Employment Opportunities Act of 1998. (VEOA)

Current and former NAF Employees.

All U. S. citizens and Nationals with allegiance to the United States.

Persons with Military Spouse Preference who are in the commuting area of the place of work.

Qualifications: Click on link below to view qualification standard.

Trades and Labor

High School graduate or equivalent. Applicants must have six (6) months progressively responsible general experience, plus a minimum of nine (9) months specialized experience in a food service activity

Work requires standing, stooping, bending, climbing, crawling, and kneeling for extended periods in uncomfortable positions. Worker may lift and move materials weighing up to 40 pounds and, occasionally heavier items with assistance.

The experience described in your resume will be evaluated as related to the qualifications, knowledge, skills and

abilities required for this job.

Other Information:(Click on Other Information)

May require shift work and/or work on rotating shifts to provide coverage on evenings, weekends, holidays and in other situations.

Multiple positions will be filled from this announcement.

This announcement will be used to fill multiple positions at various locations.

Other Requirements:(Click on Other Requirements)

A medical examination may be required.

Immunization screening may be required.

Subject to satisfactory completion of all pre-employment checks in accordance with Army Regulation (AR) 215-3.

The Department of the Army NAF provides reasonable accommodations to applicants with disabilities. If you need a reasonable accommodation for any part of the application and hiring process, please notify the servicing NAF civilian personnel unit. Requests for reasonable accommodation are made on a case-by-case basis.

You will be required to show Social Security card upon appointment to a NAF position.

You will be required to provide proof of U.S. Citizenship.

Documentation to support Military Spouse Preference needs to be submitted at time of application.

You must include the announcement number on your application.

You may claim Military Spouse Preference.

Applicants claiming veteran's preference must clearly show an entitlement to such preference on the resume/supplemental data submitted.

Male applicants born after December 31, 1959 must complete a Pre-Employment Certification Statement for Selective Service Registration.

Direct Deposit of Pay is Required.

How to Apply: (Click on How to Apply)

Resumes may be submitted at any time. Referral lists will be issued as job opportunities occur.

Announcements close at 12:00am (midnight) Eastern Time.

You may send your resume via surface mail to: Civilian Personnel Advisory Center (NAF), Sherry A. Jones, 11 Hap Arnold Boulevard, Tobyhanna Army Depot, Pennsylvania 18466

You may fax your resume to: 570-895-6604

You may email your resume to Point of Contact. You must include Job Announcement Number on the subject line.

Point of Contact: Civilian Personnel Advisory Center (NAF), 570-895-7385,
sherry.ann.jones@tobyhanna.army.mil

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